

**All College Council  
Agenda & Minutes  
September 14, 2023, 9:00 a.m. - 10:30 a.m.  
Virtual Via Google Meet  
<https://meet.google.com/cdt-rrxy-cei>**

1. **Welcome/Introductions**, Sean Mendoza, ACC Chair
2. **Approval of minutes**, All
3. **Election of Vice Chair**, All
4. **Committee Goals**, All
5. **[AP 1.06.01 All College Council](#)**, Phil Burdick
6. **Roundtable**

**Attendees:** Cesar Pena, David Donderewicz, Edgar Soto, Erika Elias, Francine Tupiken Ruelas, Francine Tupiken Ruelas's Presentation, James Craig, Phil Burdick, Phil Burdick's Presentation, Rita Lennon, Sean Mendoza, TT Martinez, Valerie Vidal-King, Will Romanenko.

**1. Welcome-** Chair Sean Mendoza welcomed all current and new members for All College Council. Sean requested all members to put their names, department and title in the chat. The three student senators introduced themselves to the All College Council.

**2. Approval of May Minutes-** Sean Mendoza and Phil Burdick discussed the minutes and the approval process for minutes works. The All College Council members use Spaces to review documents and vote on routine issues such as the minutes. All voting members agreed to utilize this resource for the 2023-2024 year. Francine and Phil Burdick will create the ACC Spaces area for this year and send it to all members to have access. New members and students did not feel comfortable approving last Spring's minutes since they did not attend the meeting, but will review and give approval on Spaces.

**3. Vice Chair-** Sean asked for nominations or if anyone would like to nominate themselves. No one volunteered, but several members said they would consider it. This item was tabled until next month's meeting.

**4. Committee Goals-** Phil Burdick shared the Committee's three goals from 2021-2022 year:

- a) Defining Shared Governance more clearly and how it applies to the College - Jon Wesley
- b) Clearly defining the scope and purpose of ad hoc committees and work groups
- c) Institution-wide work on reducing DFW rates - James Craig

Discussion around keeping all the goals for the Committee for this year. Rita, speaking on behalf of the Faculty Senate, would like to keep goals A and B. James said the Deans and others at the College are already talking about and working on student success initiatives and that the Committee may not be able to add value at this time. Rita and Jim gave a brief background on Shared Governance for the new student representatives.

Phil shared that Shared Governance definitions should be clear about the various levels of decision-making and the expectations for issues that come before Shared Governance, such as “for information only”, “for discussion” “for a recommendation,” etc.

Sean and James recommended retooling the first goal, adopting the second goal and continuing to consider whether the ACC would like to keep the third goal. Sean asked to put the goals in Spaces and continue to gather feedback.

James suggested the first goal be reworked to say: **Review and make recommendations about Shared Governance and the process of communicating and categorizing decision making.**

**5. AP 1.06.01- All College Council-** Phil Burdick gave a background for the students on Board Policies (BP's) and Administrative Procedures (AP's.) Board Policies tend to be broad policies, Administrative Procedures tend to be more operational. BP's and AP's need to be updated every few years, and going through them is also part of the College's reaffirmation of accreditation. Sean requested everyone look over the revisions to AP for the All College Council in spaces. Many of the revisions have to do with the terms of members from their various groups and giving groups more flexibility to appoint members based on their various schedules and protocols.

Discussion about building a dedicated drive to store past minutes and recordings of All College Council meetings.

**6. Roundtable-** Sean and Phil gave some background on items that are appropriate for the roundtable. It's also the place where committee members can suggest future agenda items. James and Rita suggested that the ACC hear a presentation on student success initiatives and student retention. Phil said a retention presentation would be important since this is one of the few college committees that have students as members.

Edgar Soto talked about the importance of expanding reverse transfer and about being able to give the full academic experience at all PCC campuses as ways to increase retention and student success.

James suggested that we post the Chancellor's goals on Spaces to make sure the ACC goals are in alignment with the Chancellor's Goals.

Students Will Romanenko and TT Martinez talked about the critical importance of the First Year Experience for new students. Will said the summer math boot camp was very important for him

to not only gain confidence in math, but also confidence that he could do college-level work at PCC and that PCC was the right place for him.

Jim reminded everyone to please review the documents and action items on Spaces. The meeting adjourned at 11:00 a.m.